

October 26, 2012

To: Executive Board

Subject: **Request to Issue RFP – Transit *Store* Security Services**

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### **Recommendation**

Authorize the Executive Director to issue Request for Proposals (RFP) No. 13-016 to provide security services at Foothill Transit's El Monte Transit *Store*.

### **Analysis**

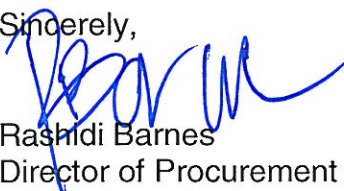
Foothill Transit opened the El Monte Transit *Store* located on the upper level of the El Monte Bus Station in January 2004. Because of the volume of sales and walk-in traffic at that location, a full-time security presence was procured in 2008 to deter theft and provide a stronger security presence for the safety of *Store* staff and customers. The Transit *Store* and Safety and Security teams have worked together to identify enhancements to the plan of providing security and safety of the staff and customers. These improvements were included in RFP 08-011 which was issued on October 10, 2007, and the resulting contract was awarded to Barry's Security Services Inc. The agreement with Barry's Security Services, Inc. was for a base term of three years with a two one-year options. Both one-year options have been exercised, extending the term of the contract through December 31, 2012.

The procurement of a firm to provide security services at Foothill Transit's El Monte Transit *Store* will be conducted according to a schedule that will provide continuity of Foothill Transit's transit stores operation. The successful firm will be responsible for guarding, protecting, and saving all property from theft, injury, arson, hazardous conditions, sabotage, vandalism, malicious mischief and defacement. The contract term will be for one year with four (4) one-year options.

### **Budget Impact**

Foothill Transit's FY 2013 Business Plan includes funding for security services at the El Monte Transit *Store*. Funding will be programmed into the proposed FY 2014 Business Plan to cover service through December 2013.

Sincerely,



Rashidi Barnes  
Director of Procurement



Doran J. Barnes  
Executive Director